

T/IV/M-3  
21 December 1964

UNITED STATES INTELLIGENCE BOARD  
COMMITTEE ON DOCUMENTATION

TASK TEAM IV - INSTALLATIONS

Minutes of the Third Meeting, 30 November 1964

Members or Their Representatives Present

25X1 DIA [redacted] Chairman  
CIA [redacted]  
ARMY - Lt. Col. Clyde Mangold  
25X1 AIR FORCE - Mr. Frank Zahn  
NSA - [redacted]  
CSS - [redacted] Secretary

Others Present

25X1 [redacted]

25X1 1. The Chairman opened the meeting by welcoming [redacted] 25X1  
representing NSA, Mr. Frank Zahn, from the Air Force and [redacted]  
from DIA. The minutes of the last meeting were reviewed and approved, and  
the Chairman cited the review and approval of the DRAFT Terms for submission  
to CODIB as the main item of business.

2. After considerable discussion of both the express and implied  
meaning of portions of the Terms, and some further refinement of portions  
to narrow the concern of the Team's inquiry, the Terms were approved.  
These will be submitted to the CODIB secretary for circulation to CODIB  
members prior to the next meeting. Both the Chairman and the Secretary  
expressed confidence that the Terms would be accepted by CODIB, in light  
of the precision of the Terms and the clarity of the inquiry boundaries  
proposed. Based upon these judgments, the team agreed to proceed as  
rapidly as possible with collection of the facts needed for the team's  
task of developing format standardization for expediting the handling of  
installation identification information.

C-O-N-F-I-D-E-N-T-I-A-L

Group I  
Excluded from automatic  
downgrading and  
declassification.

C-O-N-F-I-D-E-N-T-I-A-L

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3. It was rather quickly agreed that each participant should bring to the next meeting the information responsive to Terms III (1) in sufficient copies to enable discussion leading to sound conclusions. The Chairman emphasized that the aim of this initial effort was to identify and to describe the unique and the common information elements essential to top quality intelligence support in the field of installation identification. He added that with such basic facts established we could then proceed directly to the tasks of outlining an initial design and of determining the format content in terms of the designated essential elements of installation identification information. It was agreed in principle that we should concentrate upon the elements of common interest, leaving flexibility in the design to enable the local user to extend the content to meet his specialized interests and needs.

4. It was agreed, in light of this being the first time working assignments had been given to team members, that we would have a go at a two-week cycle for meeting rather than the once-a-week meeting schedule followed to date. Accordingly, the next meeting was set for 14 December 1964 in the Langley Building, with the room to be arranged by the CODIB Support Staff. It was also agreed that this date could be moved back if members were unable to come up with the needed information by meeting time. The Chairman again called attention to the need to maintain a brisk forward pace in the team's endeavors.

25X1 5. In connection with expanding the team's membership to include ACIC, FTD, and SAC, the Chairman reported that he had agreed to provide copies of the minutes and terms to these organizations through the Office of [redacted] He pointed out that this would keep those organizations informed and that they could enter the team's deliberations at any time they so desired.

[redacted]  
Secretary

25X1

Attached is a cumulative listing of reference materials for use by the team members.

C-O-N-F-I-D-E-N-T-I-A-L

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Approved For Release 2005/03/16 : CIA-RDP80B01139A000400290013-5

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